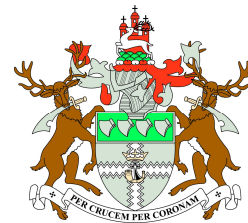


Supplementary Council Agenda



**Epping Forest
District Council**

Council Tuesday, 22nd February, 2011

Place: Civic Offices, High Street, Epping
Room: Council Chamber
Time: 7.30 pm
Committee Secretary: Council Secretary: Ian Willett
Tel: 01992 564243 Email: iwillett@eppingforestdc.gov.uk

6. REPORTS FROM THE LEADER, CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE AND MEMBERS OF THE CABINET (Pages 3 - 16)

To receive reports from the Leader, Chairman of the Overview and Scrutiny Committee and members of the Cabinet on matters falling within their area of responsibility:

- (a) Report of the Leader;
- (b) Report of the Chairman of the Overview and Scrutiny Committee;
- (c) Report of Environment Portfolio Holder;
- (d) Report of Finance and Economic Development Portfolio Holder;
- (e) Report of Housing Portfolio Holder;
- (f) Report of Legal and Estates Portfolio Holder;
- (g) Report of Leisure and Wellbeing Portfolio Holder;
- (h) Report of Operational Planning and Transport Portfolio Holder;
- (i) Report of Performance Management Portfolio Holder;
- (j) Report of the Safer and Greener Portfolio Holder.

16.1 REPORT OF THE COMMITTEE FOR THE APPOINTMENT OF A CHIEF EXECUTIVE (Pages 17 - 18)

To consider the attached report.

19. JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS (Pages 19 - 20)

To receive any reports, ask questions and receive answers on the business of joint arrangements and external organisations.

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Report to the Council

Committee: Cabinet **Date:** 22 February 2011
Subject: Environment Portfolio **Item:** 6(c)
Portfolio Holder: Councillor Mary Sartin

Recommending: That the report of the Environment Portfolio Holder be noted

Waste Management

The disruption to waste and recycling collections during the Christmas and New Year period was caught up reasonably quickly. The weather disruption and catch up arrangements were managed without activating the contingency plan of opening up the Civic Offices in Epping.

A new door step textile collection service is being launched on the 1st of April. The current waste and recycling calendars will have details of the scheme. There is no charge for this collection service and all income from the sale of items collected will be donated to the Chairman of Council's charities.

I would also like to take this opportunity to remind members that a visit has been arranged to the SITA Material Recycling Facility (MRF) in Barking on Tuesday 8 March. This is the site that receives most of our dry recycling. Please refer to the Council Bulletin of 4 February for further details.

Bobbingworth

I reported at the last meeting on the setting up of a local liaison group for the overview on the way forward for this site. The first meeting of the group took place on 16 December with myself, as the Portfolio Holder, in the chair and local representatives from Bobbingworth and Ongar as well as EFDC officers.

One of the key issues is the date of opening the site for public access. No decision has yet been made in this respect and as soon as it is possible to open the site I will inform members.

Fixed Penalty Notices

As of 29 November accredited officers have been able to issue Fixed Penalty Notices (FPNs) for a range of environmental offences. These provide an alternative to prosecution in the courts for offences such as littering, graffiti and fly-posting, excessive noise, inadequate waste transfer documentation, abandoned vehicles and dog fouling. Fixed penalties range from £50 to £300, a full list being available on the Council's website. Officers issuing the notices do not themselves collect the fines but for some offences these will be reduced by 50% if paid within 10 days of issue. If a

Fixed Penalty Notice is not paid we will pursue the matter through the courts to obtain a conviction.

A campaign to raise awareness prior to the introduction of this new tool in the Council's fight against those who commit these offences has been underway over the last three months. There are a minority of residents and visitors to the district who choose not to respect the local environment but they cost local council tax payers many thousands of pounds in clean-up costs.

The initial period when FPNs can be issued will be more about education but I will update members on numbers of notices issued at the Council meeting. Three FPNs have been issued to date.

Enforcement

Four stop and check operations have been carried out with Essex Police with a number of warnings issued.

Two joint operations have been carried out, one with Essex Police checking tyre fitters for correct tyre disposal and the other with British Transport Police checking scrap metal dealers for LUL cable stolen from the underground system.

Report to the Council

Committee: Cabinet

Date: 22 February 2011

Subject: Finance and Economic Development Portfolio

Portfolio Holder: Councillor Chris Whitbread

Item: 6 (d)

Recommending:

That the report of the Finance & Economic Development Portfolio

Holder be noted

North Weald Airfield

Halcrow, the Council's appointed consultants have now submitted their final report which will be considered in detail at the next meeting of the North Weald Airfield & Asset Management Cabinet Committee on the 22nd of March. The outcome of that meeting will be reported to Cabinet at its next meeting on the 18th of April.

The new toilet facilities for use by Market and event visitors have been completed. Although there were a few problems with the severe cold weather causing frozen pipes etc they are now fully functional and have much improved the facilities for users.

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Report to the Council

Committee: Cabinet **Date:** 22 February 2011
Subject: Leisure & Wellbeing Portfolio
Portfolio Holder: Councillor Brian Rolfe **Item:** 6(g)

Recommending:

That the report of the Leisure and Wellbeing Portfolio Holder be noted

Sports Leisure Management (SLM)

Work on the contract extension from January 2013 to January 2016 is now well advanced, awaiting final documents for signature. Alongside this the plans for the new sports hall at Waltham Abbey Pool are nearing completion and submission for pre-planning, but Members are reminded that until financial circumstances improve, the scheme itself will not proceed. All internal works at Loughton Leisure Centre are now completed and only the external walkway is still to be completed.

Museum

The Museum Officer has provided talks on the work of the Epping Forest District Museum to a range of local organisations including; The Copped Hall Trust, Enfield Ramblers, Epping Probus and Loughton Historical Society.

Members of the Museum team attended the major tourism show at Alexandra Palace on Saturday 15th January, as part of a joint marketing initiative with Waltham Abbey Town Council, the Waltham Abbey Town Partnership and the Royal Gunpowder Mills.

The Museum staged a muster of the 44th East Essex Regiment of Foot Soldiers Saturday 22nd January 2011. The regiment re-enacts life of the 2nd Battalion, who fought with great skill and courage during the Napoleonic Wars, including the Battle of Waterloo in 1815. Members of the Regiment were in full uniform at the Museum and demonstrated different parts of their kit. Shoppers saw them practicing their drill on Sun Street!

The current temporary exhibition 'Beyond the Frame' runs until 26th March 2011 and will be followed by 'Memories of Childhood', which opens on the 9th April 2011.

The Museum will also be displaying a selection of the historic wedding dresses held in the collections to commemorate the Royal Wedding.

Forthcoming events - Artist Val Osment: Chinese Fans - Saturday 19 February 2011 from 11am to 4pm. Fans were originally developed in Japan and China, made from materials such as wood, jade, bamboo, feather, silk and metal. The Chinese claim to be the first to have applied a painted design to a fan. In this workshop, artist Val Osment will be on hand to help you create your own beautiful fan.

- Paint the Queen: Tuesday 22 February 2011 from 12 noon to 4pm. Look and Learn are holding a special children's art competition to commemorate Her Majesty the Queen's 85th birthday. Come along to the Museum and paint your portrait of the Queen, then if you wish you can enter it into Look and Learn's EIRR Children's Art Competition. More information about the competition can be found at www.lookandlearnart.com. Full details of how to enter your artwork will be given on the day.

- Explore the Collection with William Winters - Saturday 26 February 2011 11am to 1pm and 2pm to 4pm. Meet the famous Victorian antiquarian and historian of Waltham Abbey, William Winters at the Museum. William will be here to talk about the treasures on display, and some unusual stories from the history of Waltham Abbey - his book is still one of the most important histories of the town ever written.

Community Development

The team will be running a week long Playscheme during February half term (next week) at White Bridge School in Loughton. The Playscheme is almost completely booked up and, once again, local schools have funded 20 "free" places for children identified as being in particular need of this service.

The Council's Reality Roadshow - Safety Awareness Event for Year 9 secondary school pupils was held at Davenant Foundation School and Roding Valley High School on 17th and 18th February. Organised by the Community Development Team on behalf of the Safer Communities Partnership, Reality Roadshow offers young people a range of awareness scenarios provided by agencies including Alcohol and Drugs teams, who deliver impactive work to dissuade youngsters from misuse of drink and drugs.

The Youth Council are in the process of planning and developing a Personal Safety DVD and are working closely with other young people from the Ignite Youth Club. Auditions are being held and filming commences during half term week.

Community Arts

Work has started with local residents and community groups on the Limes Farm estate, Chigwell, to create an original art work for display in the refurbished and extended Limes Farm Hall facility which is due to open in the Autumn.

As part of the run up to London 2012, the department will be running a series of practical workshops, in partnership with Licensing and town councils, for local residents and groups who wish to hold their own special events for London 2012 and the Royal Wedding.

Community Services

Healthy Living Festival – A very successful Healthy Living Festival has been taking place over January and February in two of our key super output areas, Debden and

Shelley. The Festival has included a wide range of activities for people of all ages including cookery workshops, fitness classes and baby massage. The finale of the Festival in each area will take place during half term week and will be a family film screening of a Columbia and Sony Pictures Animation 'Cloudy with a chance of meatball's'. Both of these events are sold out.

HealthWorks Project – The Healthworks Project Co-ordinator, Sarah Bellairs was appointed in November and a Project Assistant, Katie Corcoran started with the project in January. To date, both have been networking with key partners and agencies to gain local knowledge and an understanding of the issues affecting young people in Waltham Abbey. Two consultation sessions have already been delivered in Waltham Abbey involving 36 young people.

The project will continue to network and consult with young people and key organisations, as well as holding it's first steering group meeting and planning meeting with young people. A number of HealthWorks sessions are planned around healthy eating, sexual health, education and fitness over the next few months and further outreach sessions are due to be undertaken on the streets of Waltham Abbey in the Spring.

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Report to the Council

Committee: Cabinet **Date:** 22 February 2011
Subject: Operational Planning & Transport
Portfolio Holder: Councillor Syd Stavrou **Item:** 6(h)

Recommending:

The report of the Operational Planning and Economic Development Portfolio Holder be noted

Parking Reviews

I am pleased to report that progress has been made on the Epping parking review. A total of 120 formal responses have been received and officers are comparing these against the previous consultations to make sure a full assessment can be made. I will, as a Portfolio Holder, receive the officer recommendations before they are sent to the County Portfolio Holder for a formal decision. I will share the officer recommendations with the ward members, as promised.

I will have to remind Members that the parking reviews are being undertaken on a phased basis and therefore it will, unfortunately be some time, before work on all of them is complete. In the meantime I will continue to follow progress on these schemes very closely and keep you informed.

Decriminalised Parking Enforcement

Members will recall that I have spoken in the past of the County Council's decision to cease the current on street enforcement agency with the District as of the 1st of April 2011. At the last meeting I stated that one or two parking partnerships, across the County, could be established. I can now inform members that the County Council has agreed to form two partnerships, North and South.

I attended a meeting of the shadow board of the North Partnership which besides us consists of Harlow, Braintree, Uttlesford, Colchester and Tendring District Councils, with Colchester as the Lead Authority. It remains the intention for the partnerships to commence in April 2011, but this may well be difficult to achieve. I will be presenting a report to the next Cabinet with details of how this partnership process is developing.

Local Highways Panel

Members continue to give considerable time to the Panel to discuss and prioritise schemes, despite the lack of funding in the first year which was disappointing. At the last Panel meeting on 3 February I invited members to give ideas on improving the

effectiveness of the Panel and I also propose to speak with county colleagues to learn from other Panels elsewhere in Essex.

Development Control Performance at Quarter 3

NI157A – Determination of “Major” category planning applications within 13 week turnaround time:

Year-end Target	81%
Performance at Q3	85%

Comment

Major applications are defined as residential schemes of 10 units or more or where the site area is greater than 0.5 hectares; non-residential it is floor space greater than 1000 square metres on sites greater than 1 hectare. The likelihood though is that the performance figure may be lower in 2011-12 because some Major applications are awaiting the signing of Section 106 agreements before the planning permission can be issued. Still, 17 out of 20 have been dealt with in the statutory 13 week period, which is above the target requirement and still represents a very pleasing performance.

NI157B – Determination of “Minor” category planning applications within 8 week turnaround time:

Year-end Target	80%
Performance at Q3	82.46%

Comment

Minor applications include where the number of new houses to be built is between 1 and 9 or in other cases, floor space to be built is less than 1000 square metres or site area less than 1 hectare. The performance is holding up, just showing a small fall on the previous quarter, but still above previous years performance. So far, 235 out of 285 applications in this category have been decided in time. This years small change to delegated powers, where the number of resident objections received changed from 1 to 2 before they were reported to a planning committee, may be responsible to a better performance as well as officer focus on achieving what in the past has been a very challenging target.

NI157C – Determination of “Other” category planning applications within 8 week turnaround time:

Year-end Target	94%
Performance at Q3	92.24%

Comment

Other applications are the remainder, but are the highest in terms of number of applications received, mainly because they include householder applications. It is generally those cases that are triggered to go to committee that go over time, but

overall a large number, totalling 975 out of 1057 applications, have been decided in time.

LPI 45 – Appeals against planning application refusals which have been Allowed:

Year-end Target	28%
Performance at Q3	34.6%

Comment

I am afraid that Committee reversal of officer recommendations is impacting on this performance. Of the 52 appeals decided, 18 have been allowed, of which 11 were committee reversals. The year end target is unlikely to be achieved.

Summary

We are still on course to hit two of the KPI's, though in both cases it will be close.

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Report to the Council

Committee: Cabinet

Date: 22 February 2011

Subject: Safer and Greener Portfolio

Item: 6(j)

Portfolio Holder: Councillor Penny Smith

Recommending:

That the report of the Safer and Greener Portfolio Holder be noted

Licensed premises etc

At Council in December I made reference to concerns around violence associated with licensed premises in the District and that the Safer Communities Team would be looking closely into this problem. As part of that process, it has been decided that the next Safer Communities Scrutiny Panel, on the 8th of March at 7.30pm, will be held in Loughton, at St Mary's Church, where the public will be able to come along and discuss the issue with the Police and Council officers. If Members have any particular issues they would like to see discussed please could they let the Safer Communities Team know.

Reality Roadshows

Two more "Reality Roadshows" have been provided in local schools in February, at Davenant and Roding Valley Schools. These roadshows provide a wealth of important information and guidance for 13 and 14 year olds around how to stay safe, recognise the dangers of drugs and alcohol and using the internet to name but a few.

Anti-social Behaviour Orders

Members will be aware that the Coalition Government has stated its intention to replace Anti-social Behaviour Orders. They have issued a consultation document with a return date of the 1st of May 2011. It is intended that the consultation be considered by the Safer, Cleaner, Greener Standing Scrutiny Panel at its meeting on the 7th of April with its views going to Overview & Scrutiny Committee on the 11th of April.

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Report to the Council

Committee: Committee for the Appointment
of a Chief Executive

Date: 22 February 2011

Portfolio Holder: Councillor D Collins

Item: 16(a)

1. APPOINTMENT OF A CHIEF EXECUTIVE – PROGRESS REPORT

Recommending:

(1) That the option of shared Chief Executive with other neighbouring Councils be not pursued; and

(2) That the other discussions by the Committee on the Chief Executive post be noted.

Introduction

1. We reported at the last Council meeting on the work we are undertaking on behalf of the Council in connection with the vacant position of Chief Executive.
2. The Council adopted our recommendations regarding:
 - (a) administrative responsibilities for consulting on any preferred candidate for the position;
 - (b) an extension of the temporary contract for the Deputy Chief Executive to be Acting Chief Executive until 31 August 2011;
 - (c) a provisional timetable for any appointment; and
 - (d) discussions regarding options for fulfilling the role of Chief Executive, other than by a direct appointment.
3. The purpose of this report is to bring the Council up to date following our most recent meeting on 14 February 2011.

Progress Report

4. We were advised by the Chairman of the Committee that a joint Chief Executive shared with two neighbouring District Councils had not been enthusiastically received. Although we can see some advantages in principle of the joint Chief Executive idea, we can also see some negative points, not least the need for this Council to make its own case on matters affecting the District. Our view is that the Council will need its own Chief Executive to represent its interests.
5. The Chief Executive decision continues to be beset by current uncertainties in local

government including the financial situation. We were also advised that the Council is now able to make use of consultancy advice on its operations through Improvement East and its consultants. Our Chairman advised that this was likely to be free of charge.

6. Taking the current uncertainties into account and bearing in mind that external advice may identify the need for a wider review of the management structure, we have deferred making any firm recommendations on how the Council should proceed. The Acting Chief Executive's contract will expire on 31 August 2011 so there is time for these matters to be resolved before we submit firm recommendations.
7. We feel that the Council may need to modernise the way in which it conducts its operations in the future and that it will need its own Chief Executive to do so. Bearing in mind that a joint post is unlikely to be achievable, we are restricting our recommendations to one of not pursuing that option.
8. In accordance with Section 100B (4) of the Local Government Act 1972 and Council Procedure Rule 3.2 the Chairman has deemed this item as urgent business as this is an issue on which all members need to be aware of the latest position.
9. We recommend as set out at the commencement of this report.

West Essex Children's Trust Board Review of Operation, Structure and Membership January 2011

This report outlines the review of West Essex Children's Trust Board in terms of its role and effectiveness, and its renaming to West Essex Children's Commissioning and Delivery Board.

Background

The requirement for Local Authorities to establish Children's Trusts was removed by the Coalition Government and new joint working arrangements saw Local Children's Trust Boards being replaced with Local Children's Commissioning and Delivery Boards (LCCDB's). The purpose of the LCCDB's would similarly be to use effective integrated commissioning to ensure services are delivered with positive impacts and results for children, young people and their families.

The changes in the Essex Structure for Children's Services thus resulted in the need to review the operation, structure and membership of the West Essex Children's Commissioning & Delivery Board, together with the links to District Children's Partnerships and other subgroups. A small subgroup of the Commissioning and Delivery Board therefore met to review these areas and presented a range of findings and proposals to the Board in January. A summary of the findings is as below:

Positive elements of the Board

- The Board was undertaking lots of effective work in terms of local needs analysis and district level partnership working
- There was clear agreement on main priority areas of the Board amongst members
- Successful interventions were delivered at District level through District Partnerships, which were unique to West Essex

Negative elements

- Board membership was too large making it difficult for effective business
- No 'real' decisions had been taken by the Board over the time of its operation
- Concerns were raised that there was little opportunity for Board members to change or influence decisions being made at Essex, leading to disempowerment and subsequent disengagement
- A feeling that the Board is driven centrally and by Essex and that local intelligence doesn't appear to be taken in to consideration

Proposals/recommendations

- That the Board should be a smaller strategic group which has a 'real' commissioning focus

- That District partnerships are retained with service 'providers' as part of their membership
- To ensure mechanisms are in place to enable local Boards to have the opportunity to influence central decisions made at Essex Boards
- To establish a Business Management Group consisting of the chairs of the 3 District partnerships and Chair of the Board, with a remit to oversee the business functions of the Board
- To arrange time limited Task and Finish groups as required, to take forward defined pieces of work.
- To ensure stakeholder input to the Board, via provision of an annual stakeholder/ partnership event

Conclusion

If these proposals are agreed at the next meeting of the West Children's Commissioning and Delivery Board on 14th April 2011, the reduction in membership of the Board will ensure a clearer focus on the work of the District Children's Partnerships and it is hoped will provide a better opportunity to influence decisions on the commissioning of children's services in Essex.

Councillor Lesley Wagland
Council Representative on the West Essex Children's Trust Board